

**NATIONAL TOXICOLOGY PROGRAM
BOARD OF SCIENTIFIC COUNSELORS**

MEMBERSHIP BALANCE PLAN

1. NAME

National Toxicology Program Board of Scientific Counselors (NTPBSC)

2. AUTHORITY

Authorized by 42 U.S.C. 217a, section 222 of the Public Health Service Act (PHS), as amended.

3. MISSION/FUNCTION

The Board will provide advice to the National Toxicology Program (NTP, also referred to as "Program") Executive Committee and Program Director on matters of scientific program content, to evaluate the scientific merits of the intramural and collaborative programs of the NTP, and to provide external scientific advice on NTP activities.

4. POINTS OF VIEW

The Board will consist of up to 20 members appointed by the Secretary. Members will be selected from recognized authorities knowledgeable in fields such as toxicology, pharmacology, pathology, biochemistry, epidemiology, risk assessment, mutagenesis, carcinogenesis, immunotoxicology, reproductive/developmental toxicology or teratology, high throughput screening, bioinformatics and biostatistics. The NTP conducts toxicology and carcinogenesis studies; independent, external scientific peer reviews of the body of knowledge for specific environmental exposures; and literature-based evaluations to assess evidence that substances in our environment cause adverse health effects. There must be a balance on the board of expertise in all of those areas. Membership balance is not static and may change, depending on the work of the Board.

Members will be invited to serve for overlapping four-year terms, except that any member appointed to fill a vacancy for an unexpired term will be appointed for the remainder of that term. A member may serve 180 days after the expiration of that member's term if a successor has not taken office.

The Chair of the Board will be selected by the Director, NTP from among the appointed members. A quorum for the conduct of business by the full Board will consist of a majority of currently appointed members.

As stated in the charter, all non-Federal members serve as Special Government Employees.

5. OTHER BALANCE FACTORS

Close attention is given to equitable geographic distribution and to ethnic and gender representation so long as the effectiveness of NTPBSC is not impaired. Appointments shall be made without discrimination on the basis of age, ethnicity, gender, sexual orientation, disability, cultural, religious, or socioeconomic status.

6. CANDIDATE IDENTIFICATION PROCESS

The nomination of members to NTPBSC is a major professional responsibility of the Director, NTP and the Executive Secretary of the committee. The selection process involves long-range planning, and obtaining suggestions and information from many different sources. NIH draws upon numerous resources to select suitable nominees for membership, such as recommendations from current and former BSC members; the NTP Executive Committee Points of Contact; NTP leadership including the Associate Director, Deputy Director for Science, Deputy Director for Policy, Director of the Office of Health Assessment and Translation (OHAT), Director of the Office of the Report on Carcinogens (RoC), Director of the Office on Nominations and Selection; and Branch Chiefs of the Biomolecular Screening Branch, Cellular and Molecular Pathology Branch, NTP Laboratory, Program Operations Branch, and Toxicology Branch. The DFO selects nominees from the past members of Special Emphasis Panels and panels that have peer reviewed NTP technical reports, RoC monographs, and OHAT monographs, that have demonstrated expertise in their fields. The DFO also seeks nominees from professional associations such as the Society of Toxicology and the International Society for Environmental Epidemiology

The DFO meets with the NTP Associate Director, Deputy Director for Science, and Deputy Director for Policy, reviews the nominees, and selects a slate based on guidance from the Committee Management Officer and on the needs of the NTP. This process identifies individuals with the professional experience and qualifications to provide external advice on NTP activities.

Should vacancies arise on the Board, *ad hoc* scientists would be invited to provide the needed expertise until the vacancies could be filled on the next slate.

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7. SUBCOMMITTEE BALANCE

The process that will be used to determine advisory committee member balance for the parent committee will be used for any subcommittees that may be created.

8. OTHER

No additional information.

9. DATE PREPARED/UPDATED

October 11, 2016